

Board of Trustees, Ridge and Valley Charter School

Regular Meeting Minutes

The Meeting of the Board of Trustees of Ridge and Valley Charter School was held on April 20, 2023 at 1234 State Route 94, Blairstown, NJ 07825. The meeting was called to order at 6:10pm by Julie Budzinski-Flores, Facilitator. The Trustees operate on a consensus basis in all matters. We choose to dispense with Robert's Rules of Order and Conventional Parliamentary Procedure. Our intention is to affirm the mission of the school. Ridge and Valley Charter School offers an integrated, experiential course of study in the context of the universe and its interrelationships. Adequate notice of this meeting had been made in accordance with the provisions set forth in the Open Public Meetings Act, Chapter 231, Laws of 1975 in the New Jersey Herald, the County Superintendent's office and with the County Administrator.

	present	absent
Voting Members		
Kerry Barnett	X	
Julie Budzinski-Flores	X	
Kasey Errico	X	
Jenn Gurdak		X
Dave McNulty		X
Jessi Sohl	X	
Cindy Terranova	X	
Non-voting members:		
Robin Balles, Infrastructure Coordinator	X	
Lisa Masi, Integration Coordinator	X	
Traci Pannullo, Curriculum Coordinator	X	
Theresa Radline, Business Coordinator	X	

Facilitator: Julie Budzinski-Flores Guardian: Kasey Errico Recorder: Theresa Radline

Public Participants: None

Trustee Circle Opening: convened 6:10pm

Public Participation: None

Correspondence: None.

Leadership Team Updates:

Integration Coordinator Report: Lisa Masi reported:

1. Current enrollment is at 128 students. Enrollment for the 2023-2024 school year is at 134 students.
2. The draft 2023-2024 calendar was shared.
3. Passage Presentation sign-ups were discussed.
4. The 4th round of clubs have begun. The clubs are: Garden, Lego, Hula Hoop/Dance, Chess, Trading Card, Mixed Media, Playing Cards, Skateboarding, Aerospace Design, and Ultimate Frisbee.

Infrastructure Coordinator Report: Robin Balles reported:

1. RVCS received a School Climate Awareness grant in the amount of \$6,660. A schoolwide compost system will be put in place. Native and edible plants will be purchased along with soil testing, wheelbarrow and garden bed repairs, and professional development for staff.
2. Community Service Day was held on April 1. There was a good turnout with 8 guides, 3 trustees, and 8 families. There was 32 people total and a lot was accomplished!

3. Nora Swanson reached out to inform us of a Native Plant Day celebration at the Sussex County Fairgrounds on Saturday, May 20. RVCS will be donating native plants and all are welcome to attend the event.
4. All teams are starting seeds to plant in their team garden beds. There are a variety of vegetables, flowers, herbs and native plants.
5. The plant sale will take place on June 7 during Celebration of Learning. Teams are purposely planting extra for the sale and guides are starting some seeds at home. There will be a possible mini plant sale the week of Mother's Day.

Curriculum Coordinator Report: Traci Pannullo reported:

1. The mediation with a student's family has been resolved.
2. The Tuesday through Thursday before spring break, she attended an online Project Based Learning workshop through PBL Works. The workshop was very informative and showed how to document and standardize high quality project based learning. This will be useful to bring to guides during our summer curriculum planning.
3. A request was made to attend the PBL coaching workshop in May. A resolution will be brought later.
4. Guide/Trustee Development in June was discussed.
5. Grandmother Shelley DePaul of the Lenape Nation of Pennsylvania facilitated an educational program during assembly on Wednesday, April 19. The program was wonderful and informative. The students were engaged and so many volunteered to participate. She brought a lot of artifacts with her and provided information that could be accessed by everyone. A possible press release was discussed.

Business Coordinator Report: Theresa Radline reported:

- Approval of March 16, 2023 minutes and April 6 with corrections. Approved unanimously.
- **Resolution 04.20.23a** To pay bills for the dates of March 16, 2023 through April 19, 2023 in the amount of \$234,965.88 which includes payroll. Approved unanimously.
- **Resolution 04.20.23.b** To approve the Board Secretary and Treasurers' Report for March 2023 and to certify that no major account or fund has been over expended and to confirm that sufficient funds are available to meet the school's financial obligations for the remainder of the year. Approved unanimously.
- **Resolution 04.20.23.c** To approve budget transfers for the month of April as attached. Approved unanimously.
- **Resolution 04.20.23.d** To approve the 2023-2024 calendar as attached. Approved unanimously.
- **Resolution 04.20.23.e** To approve travel reimbursement for Alyssa Garner to attend "Elementary Conflict Resolution" at the New Jersey Law Center in New Brunswick. Total mileage reimbursement is \$54.52. Approved unanimously.
- **Resolution 04.20.23.f** To approve contracting with Eastern Datacomm and Mitel's Sourcewell (State Contract #022719-MBS) to replace the current VoIP phone system at a total cost not to exceed \$22,028.00 (including one year service and maintenance). Approved unanimously.
- **Resolution 04.20.23.g** To approve contracting with Eastern Datacomm to install new outdoor rated Category 6 cable runs from the Universe Building to Nova, Constellation, Quasar and Stardust buildings as well as cabling and port installation for the new VoIP phone system. Total cost not to exceed \$22,369.50. Approved unanimously.
- **Resolution 04.20.23.h** To approve reimbursement for Traci Pannullo to attend PBL 101: An Introduction to Project Based Learning through PBL Works from April 4-6 at a total cost of \$599.00 as well as PBL Coaching Workshop from May 23-25 at a total cost of \$599.00. Approved unanimously.
- **Resolution 04.20.23.j** To approve contracting with Artisan Awning Co. to install a new canopy cover at a cost not to exceed \$8,995.00. Approved unanimously.
- NJSLA testing will begin on Monday, May 1. She is extremely grateful for Guide Jennifer Ross' assistance with preparation.

Committee Reports:

Communication: Guide Robin Balles discussed social media posts.

Facilities: Guide Robin Balles discussed the new awning cover, on-going HVAC repairs, a bid package from EI Associates for the building skirting project will be brought to the June meeting.

Finance: None.

Parent: Cindy Terranova shared that the committee met on April 5 and discussed the following:

- Guide Wishlist-Link available in newsletter
- Gear Swap-To take place either 4/20 or 4/27
- Clothing Drive-canceled due to the company's unethical practices and use of plastic
- Online Store-Discussed delaying until August
- The Friendship Treaty with the Lenape Nation of PA was discussed
- Community Service Day was discussed
- The need for mulch in muddy areas of the school. Robin Balles shared that mulch had already been purchased and delivered.
- Next meeting to take place on May 3

Other Business:

- Information Night-One enthusiastic family in attendance.
- 2 people submitted a trustee application.
- Spring events were shared.
- Kasey Errico shared about the NJ4S initiative for mental health

Executive Session to discuss personnel: 7:56pm

Return to Public Session: 8:02pm

- **Resolution 04.20.23.i** To approve offering contracts to the following Guides for the 2023-2024 school year as attached. Approved unanimously.

Meeting adjourned at 8:12pm

Theresa Radline, Board Secretary

Ridge and Valley Charter School Board of Trustees

DATE: April 20, 2023

RESOLUTION: 04.20.23.i

Resolved by the Board of Trustees, Ridge and Valley Charter School:

Resolved by the Board of Trustees, Ridge and Valley Charter School:
To offer contracts to the following Guides for the 2023-2024 school year:

Ieva Alverson	Special Education Guide	\$75,258
Nancy Christian	Special Education Guide	\$47,725
Kyle Freeman	Special Education Guide	\$41,163
Julia Kelly	Special Education Guide	\$65,458
Kristine Tucker	Special Education Guide	\$78,964
Margaret Vetter	Special Education Guide	\$75,092
Sarah Crosby	Classroom Guide	\$39,090
Daniel Egan	Classroom Guide	\$47,938
Michael Florio	Classroom Guide	\$57,917
Rebecca Garceau	Classroom Guide	\$50,418
Alyssa Garner	Classroom Guide	\$48,162
Mark Garner	Classroom Guide	\$46,532
Sundae Greame	Classroom Guide	\$56,310
Jessica Krause	Classroom Guide	\$47,725
Sena McClain	Classroom Guide	\$51,123
Tyler Thurgood	Classroom Guide	\$45,373
Bradley White	Classroom Guide	\$52,326
Tonya Wikander	Classroom Guide	\$55,972
Mackenzie Cyr	Support Guide	\$28,325
Mary Paulson	Support Guide	\$28,325
Milly Paulson	Support Guide	\$29,458
Toni Marek-Mazzariello	School Health Coordinator	\$73,493
Jennifer Ross	12 Month Administrative Support Guide	\$52,156

Meaghan Manole	12 Month Child Study Team Coordinator	\$60,683
Theresa Radline	12 Month Business Coordinator/SBA	\$73,445
Robin Balles	12 Month Infrastructure Coordinator	\$69,628
Lisa Masi	12 Month Integration Coordinator	\$93,435
Traci Pannullo	12 Month Curriculum Coordinator	\$93,435

Passed by consensus:

Kerry Barnett	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Julie Budzinski-Flores	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Kasey Errico	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Jenn Gurdak	<input type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input checked="" type="checkbox"/> absent
Dave McNulty	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Jessi Sohl	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent
Cindy Terranova	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	<input type="checkbox"/> abstain	<input type="checkbox"/> absent

Signed: Theresa Radline
Board Secretary